

GOSHEN BOARD FINANCE
MINUTES REGULAR MEETING
WEDNESDAY, APRIL 27, 2016

CALL TO ORDER: Chairman Allan D. Walker called the meeting to order at 7:30 P.M.

ATTENDANCE: Board members, Allan D. Walker, James Korner, Ned Bixler and Scott Tillmann, Edward Davidson, and James Korner who arrived at 7:40 P.M. and Alternate, Russell Hurley.

Absent: George Zeidenstein

Excused absence Richard Reis

Also present: First Selectman Robert Valentine, Fire Commission William Lane, Library Board President Patrick Reilly, Fire Company President William Gelormino, Rhonda Gelormino, Public Works Supervisor Garret Harlow, Recreation Chairman Don Patterson, Gerald Glass.

SEATING OF ALTERNATE: **A MOTION WAS MADE BY** Scott Tillmann **SECONDED BY** Ned Bixler to seat alternate Russell Hurley as a regular member. There was no discussion, **SO VOTED**.

APPROVAL OF MINUTES: The March 23, 2016 minutes were presented for approval **A MOTION WAS MADE BY** Ned Bixler **SECONDED BY** Scott Tillman to approve the March 23, 2016 minutes. There was no discussion on the minutes, **SO VOTED**.

FINANCIAL REPORTS FOR PERIOD ENDING March 30, 2016: The minutes show the Board receipt and review of the Budget report showing revenue and expenses for the period ending March 31, 2016 as prepared by Financial Consultant Debbie Franklin. There were no comments or concerns noted under the Budget report. RECEIVED AND RECEIVED

TAX COLLECTORS REPORT FOR THE PERIOD ENDING MARCH 31, 2016: The Tax Collector report was received and reviewed, no questions or comments. RECEIVED AND RECEIVED

BOARD RECEIPT AND REVIEW OF PROPOSED 2016/17 DEPARTMENT BUDGETS:

LIBRARY DEPARTMENT 21: Current budget 2015/16 \$147,115.00, proposed 2016/17 \$144,403.00. Library Board Chairman Patrick Reilly addressed the Board requesting clerical wages be added to the previously submitted Library budget. Requested amount to add to budget \$730.00. The request is for \$17.39 (mid-wage), 3 hours per meeting, for 14 meetings per year. RECEIVED AND RECEIVED

ANIMAL CONTROL DEPARTMENT 18: Current Budget 2015/16 \$16,912.00, Proposed 2016/17 \$17,716.00. The program is in conjunction with Torrington and

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Litchfield, based on population, Goshen's share is 6.7% of the overall cost. In addition to the operating costs, a new ACO truck was purchased. Goshen's share for the next two years is \$960.00. The entire cost of Animal Control is paid through outside services. RECEIVED AND REVIEWED

RECREATION DEPARTMENT 22: Current budget 2015/16 \$131,667.00, proposed 2016/17 \$134,806.00. Chairman of the Recreation Department Donald Patterson addressed the board stating that a few changes had been made, however they were working to stay within budget. The expected increases would be for maintenance, and upgrades. Custodial fees have increased in salary and have decreased in the hours and this will be reviewed over the next few months. Allan Walker asked about the status of the Ice Skating Pond. Mr. Patterson stated that the ice skating pond maintenance has been put on hold due to the lack of finding a contractor for this project. It is requested that for next year's budget the ice skating maintenance funds be added to program expenses in order to hold a EMR (emergency medical responder) course. RECEIVED AND REVIEWED

WASTE REMOVAL DEPARTMENT 03: Current budget 2015/16 \$174,724.00, proposed 2016/17 \$175,915.00. Bob Valentine reported that the projected decrease in the Recycling Contract is due recent re-bidding of the contract and a lower price received for services. MIRA Fees are paid monthly and are for the disposal of solid and bulky waste at the Connecticut Resource Recovery Authority Plant. This represents the cost of waste other than recycling. The MIRA rate for tipping fees in 2016/17 is \$64.00 per ton, an increase of \$2.00 a ton. Average tonnage 2013-2015 = 1,311 tons for budget purpose, 1,350 ton x \$64.00 a ton = \$86,400.00. There were no questions or concerns. RECEIVED AND REVIEWED

EMPLOYEE BENEFITS DEPARTMENT 71: Current 2015/16 budget \$381,658.00, proposed 2016/17 \$344,033.00. Bob Valentine stated that they went back in to the spreadsheets and refined as best they could so as to reflect the total costs. The majority of expenses in this budget are paid on a monthly basis. The annual pension contribution to the Defined Benefit Plan is pay as you go, and the 9% Defined contribution payment is made monthly. There were no questions or concerns. RECEIVED AND REVIEWED

PUBLIC WORKS PROJECTED BUDGET: Current budget 2015/16 \$1,039,078.00, proposed 2016/17 \$1,042,976.00. Bob Valentine reported that the most substantive changes made were on wages and employee compensation based on current staffing. The largest increase on the budget is tree removal and tree trimming. Tree removal will be increased from \$3,000.00 to \$9,000.00 and Tree Trimming will increase from \$3,000.00 to \$6,000.00. Most of this expense is due impart to the infestation of the

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Emerald Ash Borer Beetle, currently making its way into Connecticut and killing Ash trees. The offset of these costs will come from savings made by locking in on the lower price of diesel and gas. No questions or concerns.
RECEIVED AND REVIEWED

TOWN OFFICE BUILDING DEPARTMENT 61: Proposed budget 2015/16 \$76,157.00, proposed 2016/17 \$72,917.00. The only substantial increase was the electricity and that is based on a fixed per kWh generation rate of 0.10910 and fees. There was a decrease in heating oil, and the town was able to lock in on a lower price, based on 4000 gallons x 1.5818 = \$6327.00. No questions or concerns. RECEIVED AND REVIEWED

CONTINGENCY DEPARTMENT 59: Current budget 2015/16 \$40,000.00, proposed 2016/17 \$40,000.00. No changes made, no questions or concerns. RECEIVED AND REVIEWED

NEWSLETTER DEPARTMENT 55: Current budget 2015/16 \$10,150.00, proposed 2016/17 \$17,700.00. The newsletter was upgraded with the use of color and glossy paper, Bob Valentine reported that Goshen business are being offered the opportunity to advertise and the feed back has been very positive. Allan Walker remarked that he has also received positive feed back and that it was a good investment for the town as a whole. RECEIVED AND REVIEWED

CAPITAL EXPENDITURES REQUESTS FOR 2016 – 2017

ASSESSOR - Revaluations for 2016-2017 \$19,000.00 - A cost that is required for this coming year. No comments or concerns.

FIRE COMPANY – Fire Engine \$66,000.00, Interior Painting \$5,000.00, Self Containing Breathing Apparatus \$24,000.00, Turnout Gear \$10,000.00. Total request \$105,000.00. Bob Valentine said that he was pleased that the Fire Company had worked diligently on putting together a Long Term Capital Plan. Allan Walker requested an update on the Ambulance procurement and Bob Valentine said that he was currently working on reviewing the RFP. Bill Lane reported that when looking into the cost of items purchased for the department such as the Ambulance 5 years ago the cost has substantially increased. Bill Gelormino added that the town replaces its fire engines about every 25 years. It is hard to fit that into a 5-year capital and may have to start looking into a 10-year capital, so that we might prepare for such purchases. Scott Tillman inquired about the estimated Capital request for 2018-2019 line item for Ambulance \$22,000.00. Bob Valentine explained that the line was as proposed by the Fire Commissioners but that it is intended for a UTV to replace the Fire Company's

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aging ATV for rescue operations. The line item will be changed to reflect its use. No other comments or concerns.

William Gelormino, Rhonda Gelormino and Patrick Reilly left the meeting at 8:23 P.M.

LIBRARY – For 2016-2017 \$4,177.00 Replacement of computers, black out shades, mobile shelving. No comments or concerns.

PLANNING AND ZONING – For 2016-2017 Plan for Conservation & Development \$5,000.00. No comments or concerns.

Public Works – Truck Replacement \$76,630.00. The balance necessary for a truck purchase, Equipment replacement \$50,940.00, Equipment Repair \$14,000.00, Public Works Complex \$20,000.00, Major Road Projects \$208,040.00. *Noted was a reduction to Major Road Projects of \$100,000.00 because of proposed reductions in State grants. Woodridge Lake Storm Water \$20,000.00 *Noted was a corresponding Woodridge Lake Property Owners appropriation for storm water projects around Woodridge Lake. Total request \$389,610.00. Bob Valentine distributed a excel spread sheet compiled by Public Works Supervisor, Garret Harlow showing Major Road Projects costs for the next five years using Capital Non-Recurring dollars and Town Aide Road grant dollars. The purpose was to show that Public works could, at least in the short term, continue to keep up with the ten year road plan with the proposed \$100,000.00 reduction in Major Road Projects. Ned Bixler asked if Bob and Garret felt comfortable with the reduction in Major Road Projects request, and wanted assurances that Public works could stay on track with the 10 - year road Plan. Both Bob and Garret believed it was possible in the short term. There were no other comments or concerns.

RECREATION – Weed Control, \$1,000.00, Track Repair \$1,000.00, Playground, \$3,000.00. Don Patterson reported the Dog Pond Association has formed a fund raising committee to work on lake weed remediation. They have approached the town for \$1,000.00 as part of Recreation Dept.'s share of the lake remediation efforts. The town owns a portion of lakefront on Dog Pond (Camp Coch), and the aquatic weeds are a hazard to the camp swimmers. Don went on to report that repair's have been made to the track, which were necessary. An upgrade for the playground was also requested. The playground is very old. It need's to be relocated closer to the ball field and the track, where it would be used by families who attend ball games and walk the track. The current location is on the other side of the camp building and is rarely used because of its location and antiquity. The new proposed playground equipment costs between \$7,000.00 and \$20,000.00 the Rec. Dept. would be looking to purchase something within mid range, around \$13,000.00. Included is \$3,000.00 for a new playground. Scott Tillman asked about the plans for the Pavilion, there was discussion that the project was on hold.

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James Korner asked about the status of the bathrooms at Camp Coch. Don Patterson said that they had conceptual drawings done pro-bono and have permission to use those drawings, but no detailed plans or costs for the project at this time. Bob Valentine said that it would also have to include a handicap access and then go out to bid. For the purpose of expedience it was suggested that the Board of Finance add \$20,000.00 for the Bathrooms to the 2016-2017 Capital request for Recreation. **A MOTION WAS MADE** by James Korner **SECONDED BY** Russell Hurley. **SO VOTED**

CURRENT CAPITAL NON-RECURRING ACCOUNT:

The Recreation Department has left over funds from three projects: Roofing, painting and floor projects totaling \$8,443.95. The Recreation Commission requested that these residual funds be moved from their respective line items in current capital non-recurring budget to Playground capital non-recurring line item. **A MOTION WAS MADE BY** James Korner to approve, **SECONDED BY** Russell Hurley **SO VOTED**

SELECTMEN - Cemeteries \$5,000.00, Computer Printer/Hardware \$6,000.00, Carpet \$6,000.00, Furniture & Fixtures \$1,500.00. Building Repairs \$3,500.00, Town Hall Copy Machine \$3,500.00 Total request \$32,000.00. No comments or concerns.

Gerald Glass left the meeting at 8:40 P.M.

TOWN CLERK – PA 146 State Grant, \$4,000.00, Historic Preservation, \$500.00
No comments or concerns.

FIRE COMPANY - Current Capital Non-Recurring Account:

William Lane, Fire Commissioner, Requested that \$3,384.12, currently in C-MED Radio Capital Non-Recurring be transferred to Dive Gear Capital Non-Recurring. **A MOTION WAS MADE BY** Ned Bixler and **SECONDED BY** James Korner **SO VOTED**

EMPLOYEE COMPENSATION – Bob Valentine presented the results from a survey taken from 21 towns in the Northwest Hills Council of Government. The results reflect a 2.5% average wage increase. James Korner said that our town employee's are hard working and deserve to have a raise. Allan Walker then asked if the board was amenable to a 2.5% increase, all agreed. Bob Valentine then asked if the board Intended to include contract employees such as Chris Mitchell, Marty Connor and Earl Tyler as well as elected officials. The board agreed the increase would include these employees'. Scott Tillman **MADE A MOTION** for a 2.5 percent pay increase for the town employee's, contract employees, elected officials. **SECONDED BY** Ned Bixler **SO VOTED**

The Fiscal office will adjust all previous submitted budgets with payroll and compensation line items accordingly.

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FIRST SELECTMANS REPORT – Bob Valentine reported that most of his time this past month had been spent on budgets. He also reported that Public Works need to replace its 20 ton trailer due to excessive rust. The funds came from Capital Non-recurring: Equipment Replacement. Bob said the Recreation Department had requested to use some the \$1,500.00 in Recreation current budget for the ice-skating pond maintenance, which will not be used, for the purpose of purchasing some tools and a trailer to move their mower. Allan Walker asked if the board needed to vote on this and Bob responded that he was just inquiring if the board was amenable to this and no vote was required. Bob has been spending a fair amount of time in Hartford speaking to our legislators about the current State budget situation and proposed cuts to the Town of Goshen grants including a proposed zeroing out of ECS (Education Coast Sharing) grant. Bob has also been meeting with area selectmen and he did have the pleasure of meeting with Allan Walkers Son who is the First Selectman of Woodstock. Bob along with a group of selectmen from the Northeast Corner and the Northwest Corner have formed a coalition to lobby Legislators in Hartford on issues of concern to our small towns.

Allan Walker asked if there were any questions or concerns or comments on the proposed operating and capital budgets, Ned Bixler and Scott Tillman had concerns with the roads and road maintenance. Garret Harlow responded that he was confident with a five-year plan and the use of TAR (Town Aide Road) the funds should be sufficient.

Allan Walker stated that the board did not have to go back over each individual budget; they could approve the budgets and Capitol as amended and received. Ned Bixler **MADE A MOTION** to approve all budgets and Capitol requests as amended and received. **SECONDED BY** James Korner. **SO VOTED**

Bob Valentine distributed spreadsheets showing estimated year-end fiscal year 2015/2016 and calculations for mil rate 2016/2017. Year End estimates shows \$109,279.00 that would go back into fund balance, as well as not needing to use the appropriated \$179,621.00 from fund balance. This is attributed to, good tax collection and a lighter than normal winter.

There was no other business to come before the meeting. **A MOTION TO ADJOURN WAS MADE BY** James Korner **SECONDED BY** Ned Bixler, The meeting adjourned at 8:48 P.M.

Respectively submitted,
Nell Glass
GOSHEN BOARD OF FINANCE CLERK



Received May 2, 2016 9:00 AM

Attest Barbara X Breen
Goshen Town Clerk